

The call began at 11:02 a.m. 24 parties participated.

Pam Urban-Morin, Department of Safety, Grants Management Unit, hosted the call. Jim Stone was also assisting from the Homeland Security Grant Committee (Grant Committee). Fallon Reed, Homeland Security and Emergency Management, assisted as moderator of the call. Jessica Greenwood, Grants Management Unit, was also on the call.

Pam stated that this call is the second of two outreach calls for the 2015 State Homeland Security Grant Program. Fallon advised the participants that the call was being recorded.

The Homeland Security Grant Program has been around since 2003 when the allocation was around \$22 million dollars.

We anticipate receiving this year's award to be effective September 1, 2015 in the amount of \$3.73 million.

80% goes to the eligible local first responder entities and/or their first responder partners. The balance stays at the State level for State Homeland Security concerns as far equipment, training, and exercises

You can go to the Department of Safety Website:

(<http://www.nh.gov/safety/divisions/homeland/2015/index.htm>) and click on the 2015 Homeland Security Grants link on the left hand side; it will bring you that page. That page includes background information for reference as you are preparing an application. It also includes the application, which is created in a fillable format for the first time. We ask that you e-mail them to us by noon on September 3, 2014 at [HomelandGrants@dos.nh.gov](mailto:HomelandGrants@dos.nh.gov). We will send a receipt as soon as we receive your application. If you don't receive a confirmation that we have received your application, please call the office.

In regards to the electronic application, you will need an updated version of Adobe Acrobat software. If you download the application to your desktop and then open the document you will be able to see all the attachments of the application. On the left side of the page you will see the additional forms you need.

There are also some Frequently Asked Questions on that site that will help guide you through some pre- and post-grant award intricacies.

We are still encouraging the review of the scoring criteria which is an attachment to the application. We “teach to the test.” If you check out that criteria and find that the project you have in mind may be too narrow or just not eligible, that is a good place to start rather than go through the entire application process first. The emphasis is addressing core capabilities from DHS that they want built nationally. There is a big emphasis on regional programs and opportunities and the collaboration amongst first responder disciplines to create more regional capabilities for prevention, response, and recovery.

The priorities are typical of NH’s priorities for the last several years. We are still building capabilities for interoperability, CBRNE-related concerns, local support in the Information and Analysis Center, Med Surge and Mass Prophylaxis, Citizens Corps, MMRS, and Critical Infrastructure Protection. The widest priority that most people fit under is CBRNE protection.

Last year, we added certain school security type measures. Those are eligible again this year. To be eligible, you will have to have had an assessment completed by the Division of Homeland Security and Emergency Management. The measures have to have been identified in that assessment. You will need to be in partnership with the local partnership agencies (i.e. EMD, Fire, or Police).

Schools do need an assessment done by Homeland Security and Emergency Management. If you do not have that assessment yet, and you want to complete a grant application, you can contact Homeland Security and Emergency Management and will do the best they can to get it done on time. In addition to that, there are some schools that have had their assessment done by a contractor or have followed our guidelines. Certainly, those are acceptable but HSEM will need to review those to make sure they have the right criteria.

The good news is that they have extended the grant timeline to complete measures to 36 months. The last two years have been only 24 months. We hope to award these grants by mid-October. Which should provide enough time to complete the NEPA/EHP surveys that need to be done and those can be a little bit time consuming. You can lose up to 30 days in your process completing those. You only complete this if awarded a grant. The Grants Unit and HSEM Field Reps can assist with the survey.

There are new federal guidelines on grants. The “Super Circular” (2 CFR 200) is meant to be an all-encompassing grant directive that collapsed many grant requirements for many grant programs into one significant circular. One that will be noticeable is a more emphasized approach to the procurement process at the local and state level. Other concerns will be addressed in the grant award process. The grant terms and conditions as part of the application

so that you can see in advance what is expected. You will be given them again as part of the grant award. We will pass those conditions through from the feds to you at the local level as we are required to do.

If you have any questions about your project and its eligibility, just give Pam Urban-Morin a call at 271-7663. The Homeland Security and Emergency Management Field Reps are there to help. Do not hesitate to give them a call at 271-2231. They can come out and meet with you. Even with all of our help, if it is not an eligible project, there is not much latitude there. From a Grant Committee standpoint, certainly we score them based upon that scoring criteria included. Check and double-check that the criteria on the scoring sheet is met.

While we have cut back the application a little bit, but do recognize it is a time consuming process due to the level of detail and cross referencing needed. Generally there is a 1 in 5 chance of receiving a grant through this program.

There is another program that is run by the Department of Safety – the EMPG program is a matching 50:50 program. That tends to be better for a smaller project depending on available match and criteria. That is an open grant program and does not have specific deadlines. There is an opportunity there for available funding.

In regards to supplanting, taking what should be funded at the local level and using federal funds to support that is not allowed. If something is in your local budget already, it cannot be replaced by federal grant funds.

Jim Stone advised to be very diligent with applications and answer all the questions.

Pam advised to make sure all your signatures are in order. There is a digital signature option on the application. If the electronic signature is a problem- you can get hard copy signatures, scan them and send them with the application package that you email in. Sometimes signatures take time to get through the local level. Be sure to give yourself enough time to get the right signatures.

#### Questions & Answers:

Mr. Walker inquired if they are looking at project that can be implemented through a phased approach. Is the application an all or nothing? Can it be funded in phases?

Pam advised if you have a large scale project that can be phased, we encourage an application that can lend itself to phasing and make the funds go further. Phasing is definitely encouraged if you have that option for a large project. This allows funds to go further.

Ms. Hubbard – inquired if towns can get advancement of funds? Is this 100% reimbursable? Or can we request funds and expend it within 30 days?

Pam advised the Homeland Security based funds are done on reimbursement basis and always have been. Once the previously approved (awarded) project is done you have to submit completion proof, invoice (s) proof of payment and then reimbursed. There is no match required with HSGP funds.

The call ended at 11:31 a.m.